Aberdeenshire Council

Integrated Impact Assessment

Budget Savings 2025/26 information

Assessment ID	IIA-002614
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Service Reviewers	David MacLennan
Approved By	Paul Macari
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1. Overview

This document has been generated from information entered into the Integrated Impact Assessment system.

EIS Budget Savings - 2025/26 - Planning (Development Management)

Proposed saving - deletion of 2 Planning Admin posts - 0.4 FTE - £14,500

During screening 0 of 11 questions indicated that detailed assessments were required, the screening questions and their answers are listed in the next section. This led to 0 out of 5 detailed impact assessments being completed. The assessments required are:

In total there are 0 positive impacts as part of this activity. There are 0 negative impacts, all impacts have been mitigated.

A detailed action plan with 0 points has been provided.

This assessment has been approved by paul.macari2@aberdeenshire.gov.uk.

The remainder of this document sets out the details of all completed impact assessments.

2. Screening

Could your activity / proposal / policy cause an impact in one (or more) of the identified town centres? — No

Would this activity / proposal / policy have consequences for the health and wellbeing of the population in the affected communities? — No

Does the activity / proposal / policy have the potential to affect greenhouse gas emissions (CO_2e) in the Council or community and / or the procurement, use or disposal of physical resources? — No

Does the activity / proposal / policy have the potential to affect the resilience to extreme weather events and/or a changing climate of Aberdeenshire Council or community? — No

Does the activity / proposal / policy have the potential to affect the environment, wildlife or biodiversity? — No

Does the activity / proposal / policy have an impact on people and / or groups with protected characteristics? — No

Is this activity / proposal / policy of strategic importance for the council? — No

Does this activity / proposal / policy impact on inequality of outcome? — No

Does this activity / proposal / policy have an impact on children / young people's rights? — No

Does this activity / proposal / policy have an impact on children / young people's wellbeing? — No

Does the activity / proposal / policy relate to budget proposals? — No

3. Impact Assessments

Children's Rights and Wellbeing	Not Required
Climate Change and Sustainability	Not Required
Equalities and Fairer Scotland Duty	Not Required
Health Inequalities	Not Required
Town Centre's First	Not Required

4. Justification

The embedded Planning Administration function support the statutory functions of Development Management (and Building Standards) and collectively frontload the planning application process (submissions/validation/payment/neighbour notification, adverts) and complete the backend of the process (issuing planning decisions) – performance is time critical & bound by statutory time indicators. Input to the Local Development Plan process also takes place.   Not filling vacancies would have a significant impact on the planning application process – impact on submission of applications, validation of applications, neighbour notifications, statutory adverts & payment (front end of process) and significant delays would impact on performance and service delivery. In addition input to committee processes would be impacted upon. Ultimately any slow down in the planning process would impact on economic growth & delivery of a new LDP.   Reducing admin support leaves areas of vulnerability where there is potential for an uplift in both planning applications, including major energy developments, building warrants and cyclical LDP tasks, which would overall increase pressures on the remaining staff.
Whilst there will be a variety of impacts on customers and the provision of a strategically important statutory service, no formal assessment is considered applicable. A refocus on the current staffing structure and the ability to upskill staff to take on multiple tasks, will reduce elements of impact of service reduction.
The impact of the removal of 0.4 FTE would be lessened through process review and in some areas increased automation where applicable.